



# TS EAS

This meeting is being recorded!

Thursday 21st of October (Friday 22nd of October)

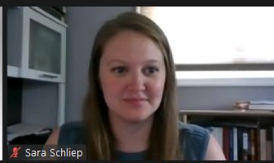
12.00 am/pm PDT / 1.00 pm MDT / 2.00 pm CDT / 3.00 pm  
EDT / 8.00pm BST / 9.00 pm CEST / 10.00 pm EEST / 0.30  
am IST / 6.00 am AEDT



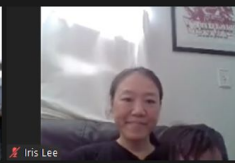
Kerstin Arnold



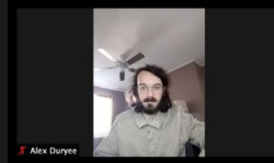
Karin Bradenberg, Sydkopera (She/...)



Sara Schliep



Iris Lee



Alex Duryee



Marie Ella



Mark Custer



Bo Doub



Silke Jagodzinski



Elizabeth Russey-Roke



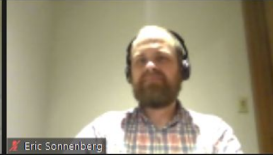
Venkat Srinivasan



Glen Gardner



Andrew James



Eric Sonnenberg



Lori Lindberg



Ricardo Eito Brun



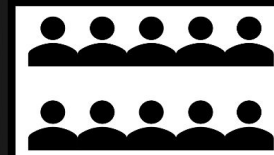
Ypapanti (Dia) Kyta



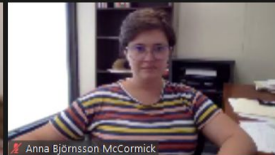
Noah Huffman



Mary Samouelian



Cory Nimer



Anna Björnsson McCormick



Gerhard Mueller



Mpho Ngoepe

**TS EAS**  
**2021-07-07**

---

# Thank you and welcome!

TS-EAS membership



# Thank you!

- Wim van Dongen
- Gerhard Müller





# Early career member and Junior co-chair Outreach

- Edwina Murphy



# Liaison with Standards Committee

- Lara Michels



# Liaison for our EAC web page

- Anna-Maria Underhill is taking over the responsibilities of Gerhard Müller, EAC webpage



## Some extra

- Have you gotten our appointment letter?
- New members call (SAA and international) is open until 15th of December!



---

# Reports and status updates

Team Leads and liaisons

# Lara Michels Standards liaison or Karin: Standards

---

**Silke: EAC-CPF**

---



# EAC-CPF subteam

## Team membership

- Wim van Dongen left
- ex-officio member Gerhard Müller handed over to Anna-Maria Underhill (Staatsbibliothek zu Berlin)
- new members since August: Marie, Ricardo
- new meeting day from November: 1st Thursday each month



# EAC-CPF subteam

## Team members

Ailie

Anna-Maria

Iris

Karin

Kerstin

Marie

Mark

Ricardo

Silke



# EAC-CPF revision - Call for Comments

- June 2021: Call for Comments closed
- no examples
- 20 issues out of the feedback
  - 3 issues closed
  - 11 issues solved
  - 1 issue nearly solved
  - 5 issues to be solved in November meeting



## EAC-CPF revision - Call for Comments

- minor changes, i.e. add the optional @status attribute to <date>, with a single option: “unknown”
- Better for corporate creators than individuals?
  - 2 new optional elements added: <demographicDescriptions>, <demographicDescription>
- removed @lastDateTimeVerified
- added new attribute value *directions* for @contactLineType



# EAC-CPF revision - Documentation

- proofing Tag Library and adding examples
- creating example files
- creating Best Practices Guide with explanations and examples
  - test GitHub as host for BPG





## EAC-CPF - next steps to EAC-CPF 2.0

- November
  - solve last issues
  - build and test final schema
  - proof Tag Library
- December
  - finalize Schema
  - proofread Tag Library by Outreach & Communications team
  - collect deliverables for SAA



## EAC-CPF - next steps to EAC-CPF 2.0

- January 2022
  - submit EAC-CPF 2.0 revision to SAA
  - finalize Best Practice Guide
  - prepare Homepage update
  - prepare release
- February/March (?) 2022
  - release EAC-CPF 2.0

**Kerstin: EAD**

---



# The team

- Quite some changes in 2021/2022
  - Thank you to Caitlin, Noah, and Wim
  - Welcome to Andrew, Lori, Mary, Venkat, and Ypapanti
  - Welcome as well to Florence as an ICA-EGAD ex officio
  - Welcome back to Alex, Anna, Karin, Mark, and Silke
- Monthly meetings
  - Third Friday each month, usually 1.5 hours, 1pm UTC
  - Remaining meetings for this year: 19 November and 17 December



# Tasks in finalisation

- Minor revision of the EAD3 Tag Library
  - Corrections with regard to alignments between Tag Library and schema
  - Correction of typos and missing information
  - Enhancement of encoding examples
  - Acquisition of an eISBN
- Minor revision of the EAD 2002 schema
  - Updating the RNG schema to UTF-8 encoding
  - Removing the value lists for country, language, repository, and script codes and changing the data type of the relevant attributes to NMTOKEN



## Next steps

- Publication of minor releases
  - Already available on GitHub
  - Preparing updates to the EAD homepage
- Joined with the call for comments for the major revision of EAD
  - Aiming at release towards end of October/early November 2021
  - Open until end of January 2022 (possibly end of February 2022)



# Ongoing tasks between now and February

- Community feedback on EAD3 - rolling revision cycle
- General discussions on the new version of EAD
  - How should a new version look like? What aspects should a new version address?
  - Which related developments and/or standards should be taken into account?
  - How to best engage with the community throughout the whole revision process?



## 2x 5 minutes brainstorming

Which topics should be addressed by a major revision of EAD?

Alignment  
with EAC

Support for  
multilinguality

Related  
standards  
to  
consider

Digital  
objects

Granularity of  
encoding





# Upcoming

- Collaboration with the Outreach team on webinars
  - One webinar to introduce the major revision (January 2022)
  - Potentially two engagement webinars/online events during spring and early summer
- Multi-day face-to-face meeting of the EAD team in the context of the SAA Annual Meeting
  - All TS-EAS members welcome (more, hopefully, at the February meeting)

# Mark: Schema

---



# Overview

The TS-EAS Schemas Subteam is a group of volunteers responsible for maintaining and updating the EAD3 and EAC-CPF XML schemas, as well as any other allied schemas adopted by TS-EAS.

- Current members: Alex, Iris, Kerstin, Karin, Lori, Mark, Mpho
- **New members always welcome!**

Ongoing responsibilities of the TS-EAS Schemas Subteam include:

- Updating and revising schemas according to requests sent from allied subgroups;
- Responding to any schema-related bug reports;
- Creating new schemas as required;
- Maintaining and revising any documentation created during the course of its work;
- Sharing documentation, code, and meeting minutes with the wider archival community.



# Last year

- Released the EAC-CPF 2.0 draft schema, including a 1.x to 2.0 conversion
  - <https://eac.staatsbibliothek-berlin.de/schema-revision-2021/eac-cpf-schema-2-0-draft/>
- Added a simple EAS Validation process to our GitHub account
  - <https://saa-sdt.github.io/eas-validator/>
- Started to streamline our publication process
  - <https://github.com/SAA-SDT/eac-cpf-schema/tree/development>
- Created (and updated) our Design Principles for Schemas and Documentation
  - <https://github.com/SAA-SDT/TS-EAS-subteam-notes/wiki/Design-Principles>
- Made a final(!) update to EAD2002



# Upcoming year

- Create publication framework for new Best Practices Guide (ongoing - December)
  - E.g. <https://saa-sdt.github.io/EAS-Best-Practices/>
- Adjust EAC-CPF 2.0 schema and documentation based on EAC team's direction (August - December)
- Package official release of EAC-CPF 2.0 (December)
- Create draft release of EAD using new publication process (upon EAD team's request)
- Fully automate the new publication process, using GitHub Actions (January - July)
- Document team-related processes in EAS Handbook (ongoing)
- Discuss updating EAS-related files in oXygen XML Editor
- ???



# Schema team next steps

- We will meet monthly from November 2021 - July 2022
  - Currently scheduled for first Tuesday of each month at 9 a.m. EST
- Next meeting: 2021-11-02
- Questions:
  - Do you use any of the pre-packaged EAD resources in oXygen XML Editor?
  - Are there any tools that you think TS-EAS should provide?
    - For one example, as an overview, see <https://www.ncbi.nlm.nih.gov/books/NBK350379/>

# Cory: Outreach and Communications

---



## Sub-team members and charge

<https://bit.ly/ts-eas-oc>

- Karin Bredenberg (liaison)
  - Michele Combs (EAS Section liaison)
  - Glenn Gardner
  - Lori Lindberg
  - Cory Nimer (Co-Chair)
  - Edwina Murphy (Junior Co-Chair)
  - Larissa Kraye (Collection Management Section liaison)
- 
- Promote broader awareness of TS-EAS' activities and its work plans, across a range of key stakeholders and audiences
  - Liaise with the EAS Section leadership on communications, education, and outreach plans





# Current work

## Additional content under development

- Records in Contexts update webinar (scheduled for December 13, 2021)
- "EAD on a Shoestring" tutorial (tentatively November 2021)
- Standards revision cycle overview tutorial (tentatively November/December 2021)
- EAD revision kick-off webinar (tentatively January 2022)

## Reviewing distribution channels for content



# Questions

# Bo: EAS Section

---



# EAS Section

- Updates

---

# EAC-F

Karin



# Encoded Archival Context - Functions

- Prework
  - Report from SAA 2018
  - GitHub repository, empty, <https://github.com/SAA-SDT/EAC-F>
  - Collected information from start of the work
- SAA19
  - [https://github.com/SAA-SDT/TS-EAS-subteam-notes/blob/master/TS-EAS-Notes/SAA19/190802\\_TS-EAS\\_meeting\\_discussion\\_proposal\\_EAC-F\\_v190721.pdf](https://github.com/SAA-SDT/TS-EAS-subteam-notes/blob/master/TS-EAS-Notes/SAA19/190802_TS-EAS_meeting_discussion_proposal_EAC-F_v190721.pdf)
  - Annual meeting notes, agenda point EAC-F Proposal, [https://github.com/SAA-SDT/TS-EAS-subteam-notes/blob/master/TS-EAS-Notes/SAA19/2019-08-01\\_annualMeetingMinutes.pdf](https://github.com/SAA-SDT/TS-EAS-subteam-notes/blob/master/TS-EAS-Notes/SAA19/2019-08-01_annualMeetingMinutes.pdf)



# The questions and answers at SAA19

A walk through of the questions and their replies



# Question 1

- What needs to be done, taking the French beta Schema as a starting point, to create a fully documented and usable EAC-schema for functions? Who can we contact for the following:
  - Development of the schema
  - Development of a tag library and documentation
  - Testing and feedback on the schema, tag library and documentation
  - Building on a schema with source material and applications
- Answer
  - The different teams with TS EAS
  - Examine the selected XML-schema.
  - Investigate how the Shared Schema work influences the work.
  - Make the work in cooperation with the EAC-CPF work, and ISDF



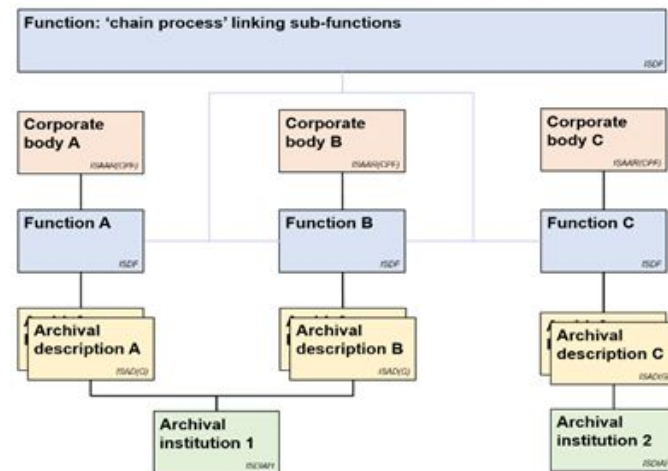


## Question 2

- It would be effective to follow the development of the new version of EAC-CPF, as far as maintenance area of the schema and interoperability are concerned. How can we ensure that this relationship is optimised in the development process?
- Answer
  - A person who takes part in both groups.

## Question 3

- If we would apply the Toronto Tenets (principles and criteria) to the development and maintenance of a Functions schema, which principles would be relevant specifically for Functions and how do we need to take them into account?
- Answer
  - Something for the principles to consider.
  - Needs to be looked at also in EAD and EAC-CPF.





## Question 4

- Which related developments (RiC and others) do we need to consider during the development of an EAC-Functions schema?
  - In the revised 2019 version of Records in Contexts - Conceptual Model (RiC-CM) an attempt is made to solve this discussion by replacing the 'hierarchy' of: "Function (abstract)" / "Function" / ["Occupation"/"Position"/"Mandate"] / "Activity"; with: "Activity" / "Purpose" / "Process" / "Action".
- Answer
  - Silke will ask EGAD if this group will be able to get a pre-look at the function part of RiC.
  - Can we find some aid in the ISO standards regarding records management? Do we have a contact being in records management who can help with the work?



## Question 5

- In ISDF and other sources pertaining to the subject of functions, functions are almost exclusively related to corporate bodies. Is this exclusivity really warranted for an EAC-Functions schema (working title), or do we need to extend functions to be also applicable to persons and families? (Or do we need to push this discussion into the future?)
- Answer
  - There is a need of finding out if ICA has plans for update of ISDF.
  - Description of functions for persons, still an open question.



## Question 5

- The group agreed upon:
  - The work will be made by TS EAS!
  - A working group is needed to be created.



# Next steps

- Team is starting to form
    - Ricardo, Mpho, Elizabeth
    - Karin
  - Set up meetings
  - Look at the replies and gather info
  - Look at the revised EAC-CPF
- 
- Joost will aid us with a hand-over meeting!

---

# Any Other Business

All

---

# Next meetings

- February (aim: Time better for Venkat and Aillie)
- May
- SAA Annual Meeting